

Family Support / Family Preservation / Time-Limited Family Reunification Services [and Homebased Services]

Department of Health and Social Services - Program 15

I. PROGRAM OBJECTIVES

The primary objective of these programs is to reduce or prevent the out-of-home placement of children in families where child abuse, neglect, or delinquent behavior has occurred. Another goal is to re-unite families where a separation has occurred.

There are three types of services program options available:

- Family Support Services – defined as community-based services to promote the safety and well-being of children and families designed to increase the strength and stability of families to increase parents' confidence and competence in their parenting abilities, to afford children a safe, stable and supportive family environment, and otherwise to enhance child development.
- Family Preservation Services – defined as services for **DFYS** referred clients that are designed to help children and families at risk or in crisis. These services include intensive preplacement preventive services programs, designed to help children at risk of foster care placement remain safely with their families and service programs designed to provide follow-up care to families to whom a child has been returned after a foster care placement or after a child abuse and neglect investigation has been substantiated.
- Time-Limited Family Reunification – defined as services and activities for **DFYS** referred clients that are provided to a child that is removed from the child's home and placed in a foster family home or a child care institution and to the parents or primary caregiver so such a child, in order to facilitate the reunification of the child safely and appropriately within a timely fashion, but only during the 15-months period that begins on the date the child enters foster care.

II. PROGRAM PROCEDURES

Public funds are appropriated annually to the Department of Health and Social Services, Division of Family and Youth Services (DFYS) by the State Legislature. The funds are administered by DFYS and awarded to community

nonprofit organizations on a regional basis through a competitive grant process.

III. COMPLIANCE REQUIREMENTS AND SUGGESTED AUDIT PROCEDURES

A. TYPES OF SERVICES ALLOWED OR UNALLOWED

Compliance Requirement

Funds under this program are utilized for the purchase of services, which will reduce or prevent the out-of-home placement of children in families where child abuse, neglect has occurred. Funds are also utilized for the purpose of re-uniting families where a separation has occurred.

Suggested Audit Procedures

Review:

1. contract or final Notification of Grant Award (NGA) including all conditions;
2. grant/contract revisions and related transmittal letters;
3. licenses, certifications, approvals, status of private non-profit corporation, if applicable; and
4. budget documents including final revised budget and budget narrative.

Test financial and related records and determine that funds expended were for purposes specified in the grant/contract.

Compliance Requirement

Costs allowed under this program are determined by grant regulations, 7 AAC 78, 2 AAC 45, **IV-B Subpart II Safe and Stable Families, PL 105.89 Safe and Stable Families**, and HB 375 as well as the terms and provisions of the grant or contract, including budget documents and special conditions.

Suggested Audit Procedures

- Review grant/contract and related budget documents in conjunction with the Department of Health and Social Services' grant regulations 7 AAC 78.
- Test financial and related records to determine the appropriateness of costs per 7 AAC 78.

- Determine whether expenditures are within the budget limits prescribed by the notification of grant award.

B. ELIGIBILITY

Compliance Requirement

A nonprofit corporation, a state agency, including the University of Alaska or a political subdivision of the State of Alaska may apply for a grant.

Suggested Audit Procedure

- Review articles of incorporation or other appropriate documents, licenses, certifications, and approvals, to determine status of agency.

C. MATCHING, LEVEL OF EFFORT, AND/OR EARMARKING REQUIREMENTS

Compliance Requirement

None, unless specified in the appropriate legislation or grant/contract documents.

D. REPORTING REQUIREMENTS

Compliance Requirement

The agency must submit quarterly activity and expenditure reports no later than fifteen days after the close of each quarter, or as specified in the grant/contract documents.

Suggested Audit Procedures

- Confirm if such reports are being filed timely;
- That reported revenues and expenditures agree with the agency's general ledger; [and]
- That expenditures are within the budget limits or contract provisions;
and
- **Using the amount requested by the proposal and the proposed number of clients served, is the ratio of costs to client reasonable.**

Compliance Requirement

Agency Audited Financial Statements must present a statement of revenue and expenditures for each state grant/contract. Such statements must show, for each state fiscal year grant, the final approved budget by line item category, actual revenues and expenditures and variance between

budget and actual revenues and expenditures. Disallowed or questioned costs must be clearly disclosed.

Suggested Audit Procedure

- Review audited financial statements for compliance with above.

Compliance Requirement

The agency must clearly show on their audited financial statement any outstanding liability to the State as payable to the State. This includes unspent grant funds or disallowed costs.

Suggested Audit Procedures

- Determine whether or not the agency has any outstanding liability to the State.
- Review audited financial statements to ensure proper presentation.

E. SPECIAL TESTS AND PROVISIONS

Compliance Requirement

The agency must act upon any recommendations made by program site review.

Suggested Audit Procedures

- Obtain copy of program site review; and
- Determine if recommendations in the site review are being implemented.

Modified 5/02